

GENERAL ORDERS, }
No. 201. }

WAR DEPARTMENT,
ADJUTANT GENERAL'S OFFICE,
Washington, December 8, 1862.

In making out accounts for expenditures connected with the drafting and organization of the militia in the several States, under the act of Congress approved July 17, 1862, the following rules will be observed:

1. The accounts and vouchers must be in duplicate and receipted, and must be transmitted to the Adjutant General of the army, through the Governors of States, with such remarks as they may see fit to make upon them.

2. Each claimant will state distinctly in his account (see form) the items of charge for services or for supplies and all necessary expenditures made by him, for which vouchers must accompany the account.

3. ENROLLING OFFICERS, appointed by the Governors of States. Their accounts must state the number of days they were actually employed, and between what dates; the District; the number of names enrolled by them; and the gross amount of compensation.

These accounts must be certified by the Governor as reasonable and just, and forwarded by him. Under ordinary circumstances the compensation may be three dollars per diem.

4. COMMISSIONERS TO SUPERINTEND DRAFTING; "compensation four dollars per diem for each day actually employed." Their accounts must state the number of days actually employed, and between what dates; the number of names on the rolls transmitted to them; the number of men drafted; the number of men delivered at the camp of rendezvous; the location of the camp, and its distance from the county seat where the draft was made. These accounts to be approved and forwarded by the Governor.

5. EXAMINING SURGEONS; one for each commissioner. Compensation at the rate of four dollars per day *if not commissioned in the United States service*. Their accounts must show the number of days they were actually employed, and between what dates; the number of persons examined; and must be certified by the commissioner for drafting as to the number of those who, on the report of the surgeon, have been exempted, and be approved and forwarded by the Governor. The surgeon must also add his affidavit that he has received no fees,

or other consideration, from or on behalf of any person examined by him.

6. **SURGEONS** who examine drafted men for disability. Their accounts will state the time and date of actual service; the number of men examined; the number and names of men discharged; the reasons therefor; the compensation per diem; and will be approved and forwarded by the Governor, and be sworn to by the Surgeons, as in the case of "Examining Surgeons."

7. **COMMANDANTS OF CAMPS.** If already in the service of the United States, they will receive the pay of their grade in the service. If not in the United States service, their compensation will be at the rate of five dollars per day. Their accounts must state the number of days, and between what dates, they were actually employed, the location of their camp, and its distance from their residence, and must be approved and forwarded by the Governor.

8. **SUBSISTENCE** of drafted men before going into camps of rendezvous. These accounts will be made by the parties furnishing subsistence, and will state the number of men subsisted each day, the date, the number supplied with cooked rations on leaving the county seat, and the number of days supply; also, the price of each ration. These accounts will be certified by the commissioner, and be approved and forwarded by the Governor.

9. **TRANSPORTATION** accounts will state the date, number of men transported to camps of rendezvous, and distance travelled, and will be certified by the commissioner in charge of the men, and be approved and forwarded by the Governor.

10. **PERSONS DISCHARGED**, for disability or illegal draft, will be transported from camps of rendezvous to the county seat whence they came, on passes given by the commandant of the camp, stating name, date, cause of discharge, and distance travelled. These passes will form vouchers for transportation accounts, which must be certified as just and proper by the persons making the accounts, and be approved and forwarded by the Governor.

BY ORDER OF THE SECRETARY OF WAR:

E. D. TOWNSEND,
Assistant Adjutant General

Form of Voucher and Sub-voucher.

THE UNITED STATES

To _____, Dr.

Date. 186 .		Amount.	
		Dolls.	Cts.
	<p>[Here enumerate separately the items for which payment is to be made, or number of days employed and rate per diem; carry out the charge for each item; sum up all and enter the gross amount in the form of receipt at the foot of the account.]</p>		
	Total.....\$		

[Here insert the certificate required in each case by the directions laid down in the foregoing order. The approvals of Governors and affidavits (when required) will be made on the back of this voucher.]

Received _____ this _____ day of _____ of _____, _____ dollars and _____ cents, in full of the above account.

_____.

\$ _____.

[DUPLICATED.]

